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NOTICE TO ALL DBES, CONTRACTORS, SUBCONTRACTORS AND SUPPLIERS

RE: Campaign To Register All Contractors, Subcontractors And Suppliers For WisDOT Projects

WisDOT has implemented a Contractor Registration System. The purpose of this annual registration is to create a reliable list of construction contractors who perform work on WisDOT projects. USDOT requires state DOTs to establish such a list. Registration will allow for better planning and reporting. It will also enable an e-mail function that firms can use to solicit project bids. Beginning February 1, 2006, all firms will be required to register in order to do business on WisDOT projects.

Only very basic information about your firm is requested in the registration information. The data you provide is secured within the department's Civil Rights Compliance System (CRCS). Registered firms will receive a system-generated annual renewal message near the one-year anniversary date of their registration. Please note that registration is not linked in any way to contractor pre-qualification or DBE certification; those WisDOT processes continue uninterrupted.

When registering your firm within this web application, you may need to know:

- your firm's FEIN number
- the date your firm began business. Use January 1 if you only know the year.

The registration consists of three screens. Screen 1 will ask for two e-mail addresses. It takes only 3-5 minutes!

To register now, contact **TESS.MULROONEY@DOT.STATE.WI.US**, tell her your firm's name, and request she send you a link to register your firm. If you do not have a computer, contact her at the number above and she will complete this registration for you.

After your registration is complete, you can use this system to gain additional information. You can look up e-mail addresses for any firm who is already registered. You can also review the TrANS graduate and apprenticeship databases to look for potential future hires.

Registrations may be completed at any point throughout the year. Thank you for your participation.

Don Miller and Eugene Johnson